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Board of Commissioners:

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County Administrator: Jeffrey Aluotto

Interim Director: Tim McCartney

General Information: (513) 946-1000

General Information TDD: (513) 946-1295

Website: www.hcjfs.org

To whom it may concern:

Hamilton County Job and Family Services can provide retail, car repair, rent and deposit assistance, among other services for some Hamilton County residents. Payment for these services is authorized through a County Voucher.

Retailers and landlords in Hamilton County can accept those vouchers and submit them for payment to Hamilton County Job and Family Services.

In order to become a vendor for Hamilton County, please complete and submit the attached Vendor Registration form.

Subsequent to establishing a vendor status, a voucher issued to your organization by Hamilton County authorizes a good or service to be issued to the client indicated on the voucher. The Department of Job and Family Services will pay up to the amount shown on the voucher.

Please do not enter into a vendor relationship or accept a voucher as payment for goods, services, or rent, if you need a check to be issued to you for payment of that voucher sooner than 60 to 90 days following approval of assistance for your customer/resident/renter.

Please complete the lines below and send to Nicole.Peace@jfs.ohio.gov if you wish to register as a vendor with Hamilton County Job and Family Services.

Vendor Name

Signature of authorized party

Date

Email

Phone Number

Adult Protective Services (421-LIFE) · Cash & Food Assistance · Medicaid · Child Care Services
Child Support Enforcement · Children's Services (241-KIDS) · Workforce Development



CREDIBILITY · INTEGRITY · ACHIEVEMENT